

Staff Summary Report



Council Meeting Date: 12/04/03

Agenda Item Number: _____

SUBJECT: Set public hearings for January 8 and January 15, 2004 to authorize issuing a Request for Proposal for hiring a property management and leasing company to manage and lease City of Tempe property acquired for the Light Rail Project, and authorize the lease of such property.

DOCUMENT NAME: 20031204casv08 **TRANSPORTATION PLANNING (1101-01)** Ordinance No. 2003.38

SUPPORTING DOCS: No

COMMENTS: On May 8, 2003, the City Council passed and adopted Resolution 2003.13, authorizing the acquisition of properties related to Valley Metro Rail's Light Rail Project for public use. Federal procedures require that property acquisition commences in advance of construction. In order to minimize the disruption of the existing tenants until relocation is required, acquire new tenants if feasible, maintain an occupied building and to minimize crime and vandalism, staff is seeking the necessary approvals and Ordinance to allow for a Request for Proposal ("RFP") for a property management and leasing company which will manage the affected properties, including leasing. No lease will be issued until the required Ordinance is approved and a respondent to the RFP is selected.

PREPARED BY: Larry Schmalz, Senior Planner (Ext 8924)

REVIEWED BY: Mary O' Connor, Deputy Public Works Manager (Ext. 8819)

LEGAL REVIEW BY: Marlene A. Pontrelli, City Attorney (Ext. 8120)

FISCAL NOTE: The cost associated with the activities under the RFP will be paid from the lease proceeds of the properties.

RECOMMENDATION: Introduce Ordinance No. 2003.38 allowing for leasing of City property subject to the selection of a property management and leasing company through a competitive process.

ADDITIONAL INFO: An ordinance is being submitted for adoption since the property management and leasing company will have responsibility for property management and leasing of City property. Pursuant to the City Charter, all leases of City property shall be by ordinance.

ORDINANCE NO. 2003.38

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
TEMPE, ARIZONA, AUTHORIZING THE HIRING OF A
PROPERTY MANAGEMENT AND LEASING COMPANY.**

WHEREAS, the City Council passed and adopted Resloution 2003.13 on May 8, 2003 authorizing the acquisition of properties related to Valley Metro Rail's Light Rail Project for public use, and

WHEREAS, the City of Tempe desires to minimize the disruption of the existing tenants until relocation is required, acquire new tenants if feasible, maintain an occupied building and minimize crime and vandalism, and

WHEREAS, the City of Tempe desires to adopt the required Ordinance allowing for the hiring of a property management and leasing company in conformance with applicable state statues, through a competitive selection process, and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEMPE ARIZONA, as follows:

Section 1. That the City shall issue a Request for Proposal for a property management and leasing company to manage and lease real property acquired by the City for the light rail project as authorized by Resolution No. 2003.13.

Section 2. That the Mayor is authorized to execute any documents that may be necessary to carry out the purpose of this ordinance upon Council approval of a property management and leasing company.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF TEMPE, ARIZONA, this ____ day of _____, 2004.

MAYOR

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney